

The Kentucky Board of Licensure for
Marriage and Family Therapists
December 19, 2013
Minutes

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The regular scheduled meeting of the Kentucky Board of Licensure of Marriage and Family Therapists was held at the Office of Occupations and Professions, 911 Leawood Drive, Frankfort, Kentucky on December 19, 2013.

Board Members Present:

Ms. Sandy Miller, Chair
Ms. Carolyn Miller-Cooper
Ms. Mary Badami
Ms. Marie Ruf
Ms. Mary Ellen Yates
Ms. Jane Prouty

Occupations and Professions:

Marcia Egbert, Board Administrator

Office of the Attorney General:

Angela Evans, Board Attorney

Board Members Absent:

Mr. Richard Hamon

Chair Sandra Miller called the meeting to order at 10:45 a.m.

The Board reviewed minutes from November 21, 2013. Following review and discussion Jane Prouty made a motion to accept the minutes with revisions. Carolyn Miller-Cooper seconded the motion. The motion carried unanimously.

The Board reviewed the FY14 Monthly Financial Report for July 1, 2013 through November 30, 2013. Jane Prouty made a motion to accept the report. Carolyn Miller-Cooper seconded the motion. The motion passed unanimously.

Attorney Report

Angela Evans reported that she had reviewed the draft amendments regarding Board Approved Supervisors being required to be licensed in Kentucky but has not completed them. She will report on them at the next meeting.

O & P Report

Marcia Egbert reported the following on behalf of Executive Director Gordon Slone:

Board Administrator Karen Lockett departs.

Board Administrator Karen Lockett is leaving the Office of Occupations and Professions to take a position elsewhere in state government. She has served with multiple boards in her eight years with O&P and O&P wishes her continued success in her new position.

The Office has begun the process of filling the vacancy and O&P asks the patience of the boards during this process as several of our Board Administrators will take on the additional task of supporting the boards Karen has been working with.

Database / On-line License Renewal Project

This project continues to be a work-in-progress for the Office of Occupations and Professions. O&P does not expect the project to be completed for at least several months but the staff of O&P is working daily with the Commonwealth Office of Technology to eventually field the best possible product.

Wireless Internet

Wireless Internet is now available in the O&P building. Due to security practices of the Commonwealth Office of Technology, connecting to the Wi-Fi requires a daily password that will be supplied by Board Administrators. There are different sets of log-in instructions for Windows 8 devices versus other operating systems. The instructions for logging on to the Wi-Fi will be provided to you by the Board Administrator.

Budget Process.

The Board budgets were submitted in October to the Office of the State Budget Director for review before they are submitted to the Governor's Office. The Governor will then present the budgets in January to the General Assembly.

Evening Board Meetings.

Our Board Administrators are shared among several boards and typically work regular hours that vary between 7:30 a.m. to 5:00 p.m. Should a board require the attendance of a Board Administrator after 5:00 p.m., please make the request to your Board Administrator and copy Debra Day prior to the day of the board meeting. Ms. Day supervises the Board Administrators and must balance their workload. Ms. Day may be reached at 502-564-3296, ext. 247, or deb.day@ky.gov.

Improving Service.

The staff of the Office of Occupations and Professions is committed to providing excellent service to the boards and licensees that it serves. Should licensees, board members, or board attorneys ever have a complaint regarding the responsiveness of any of the staff at O&P, please do not hesitate to contact Executive Director Slone. He does ask that you provide specifics (date, time, names, nature of complaint) to assist him in resolving the issue.

If you have any questions, please do not hesitate to contact Mr. Slone at gordon.slone@ky.gov or 502-564-3296 ext. 224.

Old Business

Responses to Old Business from the November 21, 2013 meeting were reviewed and discussed.

- a. Frequently Asked Questions - Ms. Egbert will format all questions received and forward to the Board for review and to be discussed at the next meeting.
- b. Revised Forms - The Revised Forms is a work in progress. Ms. Egbert hopes to have them ready for review at the next Board meeting.
- c. Response to e-mail from John Mark Jennings – RE: Refund of denied licensure fees
- d. Response to e-mail from Zuzana Gassova – RE: Online Therapy and Supervision
- e. Response to e-mail from Jesse Vice – RE: Group Supervision
- f. Discussion held in regard to E-mail from Sandy Miller – RE: Resignation from Board
- g. Response to e-mail from Bette Haines – RE: E-Counseling in Kentucky
- h. Response to e-mail from Ariel Givens – RE: Licensure Questions
- i. Response to e-mail from Jennifer Woods – RE: Supervision and Licensure Questions
- j. Response to e-mail from Michael Taylor – RE: Online Therapy
- k. Response to Chris Abner, Assistant to Rep. Dwight Butler and Melissa Earnest
- l. Response to Arpita Eusebius – Supervision while out of Country

No further action was taken.

New Business

a. Letter from Piper Clark – Education needed for MFT license – The Board asked that Ms. Egbert respond to Ms. Clark that the profession of Licensed Clinical Social Work and Marriage and Family Therapy are two separate programs and that she would have to specialize in Marriage and Family Therapy in order to obtain a license in that profession. The Board recommends that Ms. Clark submit an application and her transcripts for an Associate permit as a Marriage and Family Therapist and the Board would review it to see if she has the required classes.

b. E-mail from Jennifer Moore regarding new provider types for KY Medicaid Expansion Notification – The Board instructed Ms. Egbert to place this information on the website as an FYI.

c. AMFTRB Report was handed out by Chair Sandra Miller. She stated that she found it interesting to hear what other states are doing and where they stand on certain topics. She also requested that AMFTRB send a set of the by-law which includes the criteria required for a board member.

d. Supervisor Status – Ms. Egbert will be sending out letters to those that have submitted all the required documentation for supervisor status and will be creating the new Approved Supervisor List for 2014 and placing it on the website. Those approved as approved supervisors will receive a letter stating that they have been approved for 2014.

e. Letter from Leon T. Webber, D.MN., LMFT regarding Long Distance Therapy and Supervision - Ms. Egbert will send Mr. Webber a copy of KRS 335.380 in regard to Telehealth and inform him that the Kentucky Board is discussing these items.

f. E-Mail from Joy Marie – Requirements for licensure based on her current Masters of Arts in Holistic Health. The Board responded that the coursework required for licensure in Marriage and Family Therapy can be found in the Statutes and Regulations under 231 KAR 32:020 Section 1 and she would need to compare the transcript to the requirements. The exam is separate from the Master's degree. Ms. Egbert will respond to her.

g. E-Mail from Dawn Messing regarding clock hours for Continuing Education. The Board stated that pursuant to 201 KAR 32:010. Section 1(5) clock hours are based on 50 minutes. It would be up to the provider to decide if they need to make adjustments on the credits earned by attendees.

h. Ms. Miller reminded the Board that January would be her last meeting. Elections for offices of the Board will be held at the January meeting. Currently Sandra Miller is the Chair; Carolyn Miller-Cooper is the Vice-Chair and Jane Prouty is the Secretary.

i. Marie Ruf informed the Board of the Clinical Applications of the Principles in Treatment of Addictions and Substance Abuse (CAPTASA) 14th Annual Conference will be held January 24-25, 2014 at the Embassy Suites in Lexington, Kentucky. She submitted a brochure with information for the conference and stated that she had additional brochures if needed.

Complaints/Other Legal Matters

The Complaint Committee did not meet. All complaints are pending.

- a. 2011-007 – File Formal Complaint
- b. 2013-003 – File Formal Complaint
- c. 2013-004 – Pending –
- d. 2013-006 – File Formal Complaint
- e. 2013-007 – Pending

Status Report:

Active Licensee's for Marriage and Family Therapy	– 535
Active Licensee's for Marriage and Family Therapy Associates	– 125
Total Active Licensee's	– 660
Total number of inactive licensees	– 4

Exam Results this month.	Exams taken - 13
	Passed: 10
	Failed: 3

Application Review:

Carolyn Miller-Cooper made a motion to approve all applications, renewals, audits and CEU Provider Applications as reviewed and recommended by the committee this morning prior to the Board Meeting. Mary Ellen Yates seconded the motion. The motion passed unanimously.

Marie Ruf made a motion to approve the ratification of applications, renewals, audits and Provider Applications reviewed following the last Board meeting and prior to this meeting. Mary Ellen Yates seconded the motion. The motion passed unanimously.

Associates:

The following applications for Marriage and Family Therapist Associates were approved: *Rhea J. Caudill, Jacob M. Hamlin (re-issued); Elizabeth Johnson, Reagan Smith*

The following application for Marriage and Family Therapist Associate was deferred:
None

The following Plans of Supervision for Marriage and Family Therapist Associates were approved: *Marguerite Duck, Jennifer D. Ennis, Samantha Griffitts, Whitney Minor, Jill Morgan, Kelly J. Sherlock, Grace VanMelle*

The following Plans of Supervision for Marriage and Family Therapist Associates were approved with provisions: *Samantha Graves*

The following Renewals for Marriage and Family Therapist Associates were approved: *Lete Ansera, Desiree Brown-Daughtry*

The following Renewal for Marriage and Family Therapist Associate was deferred:
Laura Ivey

LMFT:

The following application for licensed Marriage and Family Therapist was approved: *Jon Patrick O'Keefe*

The following application for licensed Marriage and Family Therapist was deferred:
Mary Angela Arbaugh

The following Renewal Audits for Marriage and Family Therapist were approved: *Rebecca Bazzle, Gregory Brock, Megan Kissel, Jean Koehler, John N. Kravic, Donald L. Preuss, Joyce Lynn Chaddic Wagner*

The following application for licensed Marriage and Family Therapist was deferred:
Richard D. Alberg, Diana Caillouet

The following application for reinstatement as a licensed Marriage and Family Therapist was approved: *None*

Ratification of Online Renewals from 11/22/2013 through 12/17/2013 for Marriage and Family Therapist were approved: *Kenneth Alan Bailey, Marcia Malone Bell, Amanda Blackburn, Mary Kay Bradshaw, Christine A. Brooks, Leah K. Brymer, Tonya Alicia Clay, Leigh Edward Conver, James Arthur Covert, Charles L. Cox, Laura Duke, Cheryl*

Lynn Elam, Marilyn S. Feather, Deborah A. Goad, Kelly Scott Goforth, Paul D. Greene, Raymond Guenther, Jr., Bruce Wayne Hardy, Victoria Hatfield, Erin Elizabeth Heck, Craig A. Herink, Wallace K. Hicks, Allison Christine Hock, Brittani P. Hoyer, R. Banks Hudson III, Marci Ann Huff, Robert Edwin Hughes, David T. Lanke, Gayle Jimenez, Eugene J. Kinnetz, Marcia Lane, Young Joo Lee, Karen Jeanette Manley, Jetona Kaye Milby, Karen Kay Miller, William E. Nolan, Sue H. O'Malley, Jacqueline M. Peterson, Kathryn Meador Roepke, Jeffrey A. Romer, Kathleen Marie Saylor, Cynthia A. Scott, Charmaine M. Smith, Sherry Leah Steinbock, Jan W. Stickle, G. Ruth Sutton, Michael B. Taylor, Dorney R. Thompson, Loren L. Townsend, Christian Nicole Williams, John Joseph Wojcik

Approved Continuing Education Applications are posted on the website at <http://mft.ky.gov> under Resources/Continuing Education.

The next meeting of the Marriage and Family Therapy Board has been scheduled for January 23, 2014 at 911 Leawood Drive, Frankfort, KY. Committees will meet at 8:30 a.m. with the Board Meeting to follow at 10:00 a.m.

Mary Badami made a motion that Travel and Per Diem be paid to those who attended the regular Board Meeting on December 19, 2013. Jane Prouty seconded the motion. The motion passed unanimously.

The Marriage and Family Therapy Board meeting was adjourned by Chair Sandy Miller at 11:40 a.m.

Respectively Submitted:

Marcia Egbert
Board Administrator